Opening .xlsx and .docx Files from the Internet



Beginning with Office 2007, Microsoft began using a new file format for documents. These formats (.xlsx for Excel and .docx for Word) are optimized for use with Office 2007 or higher, and include improved file compression and better privacy and security.

Microsoft has posted an <u>introduction</u> to these new file formats, as well as <u>documentation</u> on compatibility.

The Center for Educational Performance and Information (CEPI) has discovered that some older Internet browsers will try to open or save .xlsx and .docx files as .zip files, preventing them from opening properly. This is a sporadic problem, and is dependent on your Internet browser settings and which browser you are using (e.g., Chrome, Firefox, Internet Explorer, etc.).

If you are having trouble opening these files from your browser, please try the following workarounds:

- 1. Use a different browser, such as Chrome, Firefox, or a newer version of Internet Explorer (9 or 10).
- 2. If you are using Internet Explorer 8, follow the steps below to change the file extension when saving the file:
 - After clicking the file icon on the Web page, the "File Download" pop-up screen should appear.
 - o Click the "Save" button.
 - o At the bottom of the "Save As" pop-up screen, change the extension in the "File Name" box.
 - o Remove the "zip" at the end of the file name and then add "xlsx" or "docx" (use the .xlsx extension for Excel workbooks and .docx for Word documents).
 - Click the "Save" button. Be sure to note where the file is being saved in the "Save in:" box at the top of the screen.
 - o Locate the saved file and then open the file.

If you still need assistance with CEPI data files, contact our customer support team at cepi@michigan.gov. Email allows us to better research and respond to your questions, but if email is not an option, you can call us at (517) 335-0505, option 3.